

**Present:**

**Councillors:** David Newland (Chair), Jo Bolton, Amanda Taylor, Adam Chapman-Ballard and Mario Toto.

**Officers:** Dan Preston (Assistant Council Manager)

**Members of the public:** 1

**OC099 APOLOGIES FOR ABSENCE**

Apologies for absence were received on behalf of Councillor Tate Chapman-Ballard.

**OC100 DECLARATIONS OF INTEREST**

Councillor Adam Chapman-Ballard declared an interest in item 7, Allotment Administration and Inspections, as the Chair of Duchess Grove Allotment Association.

**OC101 MINUTES**

**Resolved unanimously:** That the minutes of the meeting held on 12 November 2019 be approved and signed by the Chair as a correct record.

**OC102 ASSISTANT COUNCIL MANAGER'S REPORT**

The Committee received a report from the Assistant Council Manager on outstanding matters and actions taken since the last meeting of the Operations Committee. It was noted that permission had not been granted for signs to be put on posts at Hindhead Knoll.

**Resolved unanimously:**

1. That the Council look into having small 'please take your litter home' signs on the picnic benches
2. That the Council go ahead with the installation of a larger 'quad derby' litter bin at Hindhead Knoll.
3. That the report be accepted.

**OC103 HAVE YOUR SAY MEETINGS**

The Committee received a report on the joint local neighbourhood policing team / Walton Community Council 'Have Your Say' meeting that took place on 5 December 2019 at the MK Snap Café.

The meeting was attended by Community Wardens Henry Sunderland and George Barker, PCSOs Naomi Wenn from Thames Valley Police, Ward Councillor Vanessa McPake and 4 residents. Issues raised included:

- Parking issues, especially parking on verges.
- Broken down vehicles left on the road in Walnut Tree
- Home security at Christmas
- Dog bins

- Bus stop on Caldecotte Lake Drive
- Litter issues

**Resolved unanimously:** That the report be accepted.

**OC104 COMMUNITY WARDENS' ACTIVITY REPORT**

The Committee received the Community Wardens' report on the work they had undertaken since the last meeting of the Operations Committee.

**Resolved unanimously:** That the Community Wardens' report be accepted.

**OC105 STANDING ITEM - ALLOTMENT ADMINISTRATION AND INSPECTION**

There were 3 vacant plots with 5 people on the waiting list and plots would be allocated in the new year.

The condition of all plots was satisfactory for the time of year.

RTM Landscapes (the contractor) had completed tree works at Duchess Grove and Boxberry Gardens, cleared a plot at Boxberry Gardens and done works required by a water trough at Duchess Grove.

**Resolved Unanimously:** That the allotment report be accepted.

**OC106 ALLOTMENT IMPROVEMENTS**

The Committee received a request from Clare Crook, the Secretary of Duchess Grove Allotment Association (DGAA) for improvements to Duchess Grove to be funded from the Allotments S106 monies.

The improvements were –

3 new rainwater harvesting systems, consisting of a garden canopy structure, 2 water butts and related pipe and connectors. Supply only, installation to be done by DGAA. Total cost - £702

2 wooden corner arbours. Supply only, installation to be done by DGAA. Total cost - £800

1 new water trough. Supply and install. Total cost £1000

**Resolved unanimously:** That the Council go ahead with the stated improvements to Duchess Grove allotments funded by the allotments S106 monies at a total cost of £2502.

**OC107 STANDING ITEM – BROWNS WOOD SPORTS GROUND - MAINTENANCE**

The Committee was updated on the maintenance regime carried out by Serco (Contractor).

**Resolved unanimously:** That the update report be accepted

**OC108 BROWNS WOOD SPORTS GROUND – CAR PARK SIGN**

The Committee received a first draft of the sign for the new car park at Browns Wood Sports Ground.

**Minutes of an Ordinary Meeting of the  
OPERATIONS COMMITTEE  
TUESDAY 14 JANUARY 2019 at 7.00pm  
Room 2, MKSNAP, Bourton Low, Walnut Tree, MK7 7DE**

**Resolved unanimously:** That a line containing a 'no release' clause be added to the draft and that this draft be used as the basis for obtaining a quote for the sign.

**OC109 STANDING ITEM – PARISH GUARDIANS AND THE CONSERVATION VOLUNTEERS**

The Committee received an update on the activities of the Parish Guardians and The Conservation Volunteers. Clean up events had been held in Caldecotte on 3<sup>rd</sup> December with 7 volunteers collecting 10 bags of rubbish, and in Old Farm Park on January 11<sup>th</sup> with 9 volunteers collecting around 20 bags of rubbish.

The Conservation Volunteers had carried out pond clearance works at Hindemith Gardens, Martell Close and Mahler Close in November and December.

**Resolved unanimously:** That the report be accepted.

**OC110 OPERATIONS PROJECTS – WALK TO SCHOOL GRAPHICS**

In the absence of the Council Manager no update was given on the project.

**OC111 YOUTH INVOLVEMENT**

The Committee were updated on the work of the Youth Involvement Group. The Group had met in November and finalised the Youth Survey, which was live and had been completed by over 350 people.

Further planning for the proposed summer Youth Concert was due to take place at the January meeting of the Youth involvement Group.

**Resolved Unanimously:** That the report be accepted.

**OC112 3<sup>rd</sup> AGE SERVICES**

The Committee received a report on the possible subsidy or funding of work by Age UK to supply and install Key Safes, both as part of a scheme to enable patients to return home from hospital and for older residents who need a key safe fitting. The cost of each safe is currently £80 fitted.

**Resolved unanimously:**

That the Council allocate £1000 from the Third Age Services budget towards funding key safes installed by Age UK.

**OC113 LAMB LANE SHELTER - REPAIRS**

The Committee received costings from Milton Keynes Council to repair the floor at the shelter on the amenity land between Isaacson Drive and Passalewe Lane. 2 options were given, one using concrete and one using gravel.

**Resolved unanimously:** That Milton Keynes Council be asked to carry out the repair to the floor of the shelter, using option 1, concrete, at a cost of £550 to be funded from the Neighbourhood Services Budget.



**Minutes of an Ordinary Meeting of the  
OPERATIONS COMMITTEE  
TUESDAY 14 JANUARY 2019 at 7.00pm  
Room 2, MKSNAP, Bourton Low, Walnut Tree, MK7 7DE**

**OC114 FRIENDLY NEIGHBOURHOOD CLUB**

The Committee received the annual report from the Friendly Neighbourhood Club and considered funding for the club in 2020-2021

**Resolved unanimously:** That the Council continues to fund the Friendly Neighbourhood Club for 2020-2021 to cover the cost of venue hire at Wavendon Gate Pavilion and a £20 per head contribution to the club's annual Christmas lunch.

**OC115 MEMBER'S ITEM – DOG BINS**

The Committee considered a request from Councillor Jo Bolton that all new and replacement dog bins in the parish be coloured green rather than red.

**Resolved:** That all new and replacement dog bins in the parish are painted green.

**OC116 MEMBER'S ITEM – WASTE BINS**

The Committee considered a request from Councillor Tate Chapman-Ballard to install a litter bin on the Walnut Tree side of the foot bridge that crosses from Walnut Tree to Wavendon Gate, as this is always an area with large amounts of litter. A double derby bin would cost around £600 fitted.

**Resolved unanimously:** That the Council support the installation of a bin in the location stated above, on the proviso that Milton Keynes Council take on the emptying of the bin.

**OC117 OPERATIONS COMMITTEE BUDGET 2019-2020**

The Committee reviewed the 2019-2020 Operations Budget and forecast.

**Resolved unanimously:** That the 2019-2020 budget be accepted.

**The meeting ended at 8:30pm**

**Accepted as a true and accurate record**

**SIGNED .....**

**DATE .....**